



WORKFORCE
CONSULTING



amityacumen

The HR Guide to Termination

Equipping HR for Lawful, Ethical Exits



18-19 JUNE 2025
9 AM TO 5 PM

SHERATON PETALING
JAYA HOTEL



VICTOR GAN

Head Consultant,
E2 Workforce Consulting



DZULFADHLI

Senior Consultant,
E2 Workforce Consulting



YAN NIE, TH'NG

Partner, Donovan & Ho



ZI-HAN, LIM

Partner, Donovan & Ho



TRAINING FEE

RETAINER CLIENT

NORMAL RATES

2 DAYS

RM 2599 PER PAX
PER COURSE

RM 2999 PER PAX
PER COURSE

FOR MORE
INFORMATION

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FOR REGISTRATION
SCAN QR CODE

PROGRAM DETAILS

Day 1

Registration

8.30am – 9.00am

Introduction to Termination of Employment in Malaysia

- Understanding key legislations: Employment Act 1955 and Industrial Relations Act 1967
- Contracts of service and contractual obligations for termination of employment
- Roles and responsibilities of HR in cases of termination

9.00am – 10.30am



MORNING BREAK

10.30am – 11.00am

Misconduct

- Procedural requirements (show cause, domestic inquiry)
- Investigation procedures and maintenance of evidence for case building
- Burden and standard of proof
- Case studies and best practices

11.00am – 1.00pm



LUNCH BREAK

1.00pm – 2.00pm

Continuation of Misconduct

2.00pm – 3.30pm



AFTERNOON BREAK

3.30pm – 4.00pm

Reorganisation & Separation Schemes

- Establishing genuine redundancy and reorganisation grounds
- Planning and executing a best in class retrenchment exercise
- Consideration of other separation schemes (VSS & MSS)
- Alternative workforce management exercises: variation of contractual terms, pay and benefit cuts

4.00pm – 5.00pm

End of Day 1

Day 2

Registration

8.30am – 9.00am

Performance & Medical

- Managing the entire life-cycle of performance: Setting KPIs and managing PIPs
- Deciphering the subjectivity in poor performance cases, including case studies
- Managing absence, sick leave abuse and prolonged illness
- Medical board out

9.00am – 10.30am



MORNING BREAK

10.30am – 11.00am

Continuation of Performance & Medical

11.00am – 12.30pm



LUNCH BREAK

12.30pm – 1.30pm

Constructive Dismissal

- Common causes of constructive dismissal
- Strategies to prevent & defend a constructive dismissal claim
- Case studies

1.30pm – 3.30pm



AFTERNOON BREAK

3.30pm – 4.00pm

Post Termination Obligations & Considerations

- Employer rights and responsibilities for final salary payment, including deductions for debts, bonds, etc
- Implementing garden leave provisions
- Considerations for post-employment confidentiality, non-solicitation and non-poaching

4.00pm – 5.00pm

End of Training

SPEAKERS PROFILE



VICTOR GAN

*Head Consultant,
E2 Workforce Consulting*

Victor specialises in employment laws, covering all aspects of industrial relations and workforce management. He has a proven track record of handling complex and sensitive issues and has represented over a thousand employers across multiple industries throughout his career. Victor stands out in providing specialised services, which includes but is not limited to contract and policy management, disciplinary and performance, trade union matters, large scale termination, mergers, acquisitions and closures.

Victor is also a seasoned presenter and speaker. He is familiar and comfortable with complex environments requiring presentations to workplace committees and / or Board of Directors for government linked companies and listed companies. Victor is a frequent speaker at events and conferences throughout Malaysia.

In his past consulting firm, Victor, in his capacity as CEO led his team to multiple awards within the HR fraternity. Victor is also recognised in the 2nd edition of Britishpedia's Successful People in Malaysia and was awarded the Outstanding Leadership Award in Dubai.

Victor has also held senior positions in Human Resources for an international company with a headcount of over 1000 pax. Victor holds a degree in law from the University of Tasmania.



DZULDADHLI LAMIN

*Head Consultant,
E2 Workforce Consulting*

Dzul is an experienced Industrial Relations (IR) consultant with a remarkable background in IR exercises and compliances. Renowned for his comprehensive grasp of legal compliance and best industrial practices, Dzul has crafted and reviewed employee handbooks, disciplinary procedures, performance management programs and various type of employment policies for local and multinational companies. His meticulous attention to detail ensures organizations operate within legal parameters while fostering a conducive work environment. Dzul has also been the lead consultant for various termination exercises such as mutual separation schemes, retrenchment (downsizing and closure of business) and etc.

Dzul is also known as an engaging educator. His training sessions cater to a wide spectrum of professionals, from top-level executives to entry-level staff. His adaptable communication style ensures complex concepts are relatable to all, cultivating an atmosphere of continuous learning. By incorporating real-life examples and practical insights, Dzul empowers participants with invaluable knowledge on vital legal and employment related subjects.

As a professional consultant and trainer, Dzul is committed to sharing his knowledge and expertise to empower individuals and organizations. His diverse background equips him to provide valuable insights into IR/ER matters, training needs, and organizational growth. Through engaging sessions and practical examples, Dzul strives to create a dynamic learning experience that equips participants with the tools they need to excel.



YAN NIE, TH'NG

Partner, Donovan & Ho

Yan Nie's portfolio includes a wide range of dispute resolution matters including contractual and commercial disputes, tort claims such as fraud, defamation, nuisance and negligence, and land and property matters including land and property disputes as well as compulsory land acquisition. She also has extensive experience in recovery and enforcement matters.

Yan Nie also represents employers and employees at the Industrial Court in unfair dismissal claims and regularly appears in the civil court relating to employer-employee disputes such as breach of training bond agreements and breach of employment contract. She has also assisted a number of corporations in investigating sexual harassment complaints as a neutral third party.

Yan Nie approaches every matter with a focus on excellence and balance. She provides practical advice that is also mindful of costs and offers clear guidance on available options, strategies, procedures, and timelines. Clients can be rest assured that she is there with and for them and will be kept well-informed every step of the way.



ZI-HAN, LIM

Partner, Donovan & Ho

Zi-Han is an experienced litigator. He focuses his practice on employment matters (contentious and non-contentious), commercial disputes, and tax litigation.

He has advised and successfully represented both employers and employees at various levels of court, including judicial reviews and appeals. His portfolio also includes commercial disputes involving construction, winding-up, fraud, arbitration, and strata management disputes.

He has also acted for clients in challenges against decisions by tax and customs authorities. During his time in the firm, he was part of the team that represented a taxpayer in the first reported High Court decision addressing the powers of the Director General of Customs and Excise to apportion input tax claim following the abolishment of the GST system.

Zi-Han regularly trains various organizations on legal issues such as employment law and industrial relations